

**ENGINEERING/OPERATIONS PRESENTATION
DECEMBER 13, 2011**

COMMITTEE MEMBERS PRESENT

Ed Mandich, Committee Chair
Jim Haselton, Committee Alternate

STAFF PRESENT

Don Chadd, General Manager
Hector Ruiz, District Engineer
Teresa Teichman, Secretary to the Board of Directors
Michael Perea, Special Projects Manager
Neil McKenna, Water Supervisor
Kris Hanberg, Wastewater Supervisor
Bob Beck, Maintenance Supervisor

PUBLIC PRESENT

No members of the public were present.

CALL THE MEETING TO ORDER

Committee Chair Mandich called the Engineering/Operational Committee Meeting to order at 7:05 a.m.

VISITOR PARTICIPATION

There was no visitor participation

ORAL COMMUNICATION

There were no comments.

COMMITTEE MEMBER COMMENTS

There were no director comments

REPORT FROM THE GENERAL MANAGER

Mr. Don Chadd, General Manager, advised he has no information that is not covered under the agenda.

PROJECT MANAGEMENT

**ITEM NO. 1A) STATUS UPDATE RELATING TO THE BAKER REGIONAL
WATER TREATMENT FACILITY**

Mr. Ruiz advised the Baker Regional Water Treatment Facility (BRWTF) Committee meeting scheduled for the month of December has been cancelled.

Mr. Hector Ruiz, District Engineer, advised the design engineers have completed the 100 percent design plans which will be delivered to the Irvine Ranch Water District (IRWD) by the end of December 2011 for review comments.

Mr. Ruiz advised IRWD's consultant is working with the (BRWTF) Committee in preparing the draft amendment to the Baker Agreement in order to capture changes made to date, including the operation and maintenance of TCWD's raw water pump station. Mr. Ruiz advised the consultant is also preparing a new draft agreement, based on the existing MOU, for the transfer of Baker Pipeline capacities among the participating agencies.

Mr. Ruiz advised IRWD distributed prequalification packages to a select list of 11 contractors. Mr. Ruiz anticipates a revised cost once bid documents are received and reminded the committee there will be another Project Go/ No-Go opportunity.

The Engineering/Operational Committee received and filed the status update.

**ITEM 1B) DISCUSSION RELATING TO AN ORDINANCE OF REGULATIONS
FOR THE DISCHARGE OF WASTEWATER TO SEWERAGE
FACILITIES OF THE TRABUCO CANYON WATER DISTRICT
SERVICE AREA AND RELATED ENFORCEMENT RESPONSE PLAN**

Mr. Ruiz advised as a member agency of the South Orange County Wastewater Authority (SOCWA), TCWD is required to adopt and implement a Waste Discharge Pretreatment and Source Control Program to protect the environment, sewerage facilities, and the health of TCWD employees. The Waste Discharge Pretreatment and Source Control Program consists of an Ordinance of *Regulations for the Discharge of Wastewater to Sewerage Facilities of the Trabuco Canyon Water District Service Area* and an *Enforcement Response Plan (ERP)*. The Regulations and ERP would be enacted through an Ordinance to be adopted by the Board of Directors. The Ordinance would also address related changes to TCWD's Rules and Regulations.

Mr. Ruiz advised the ERP is required by SOCWA to assure TCWD's readiness to enforce the requirements of the Ordinance and Regulations.

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Mr. Ruiz advised TCWD is currently operating under existing TCWD Ordinance No. 2000-17 and the proposed Regulations and ERP have been updated and amended by SOCWA to be in compliance with federal regulations, guidelines, and to include new agency names. The proposed form of the Ordinance to enact the Regulations and ERP has been drafted by TCWD's General Legal Counsel and has been reviewed by TCWD staff.

Mr. Ruiz reviewed the schedule, provided by TCWD Legal counsel, which will ensure the adoption of the Ordinance complies with the necessary Water Code requirements.

The Engineering/Operational Committee received the Draft Ordinance and Emergency Response Plan (ERP) and recommend that the same be presented to the Board (Action Calendar).

ITEM NO. 1C) STATUS UPDATE AND POSSIBLE ACTION RELATING TO STORM DAMAGE

Mr. Ruiz provided a spreadsheet which reflected a summary of the projects submitted for the Federal Emergency Management Agency (FEMA) reimbursement. Mr. Ruiz reviewed the information including the project's actual costs, FEMA approved costs and the corresponding percentage share of the approved cost for FEMA, Cal EMA and TCWD. Mr. Ruiz advised all projects have been completed with the exception of Project WSP6 which is currently under appeal review with FEMA. Mr. Ruiz requested the committee receive and file the final list of approved FEMA Projects and reimbursable costs for 2010.

The Engineering/Operational Committee received the information and forwarded to the Board (Consent Calendar).

ITEM NO. 1D) DISCUSSION RELATING TO THE ALTERNATE RAW WATER TRANSMISSION LINE (ARWTL) (16-inch Raw Water Transmission Line, Serrano Creek Crossing Alternate Route – PW79)

Mr. Ruiz reviewed the projects submitted to FEMA and stated only the 16-inch Raw Water Transmission Line (identified as PW 79) was denied and determined ineligible for funding.

The District has since submitted an appeal to FEMA which is currently in the review process. The District has worked with its consultants and determined the 16-inch pipeline is in threat of imminent failure. Findings from the evaluation demonstrate that it is not feasible to replace the loss of pipe cover or to provide a means of repair at the existing Serrano Creek crossing.

Mr. Ruiz advised District staff has begun preparation for rerouting the section of line that crosses Serrano Creek. Mr. Ruiz advised that staff has prepared a Request for Proposal (RFP). The RFP

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is ready to be issued after next week's Board of Director meeting. Mr. Ruiz reviewed the preliminary project schedule and budget with the committee.

Discussion occurred relating to the timeline of the project schedule with regard to issuing the RFP after TCWD receives the appeal decision from FEMA for the purpose of avoiding change orders. Mr. Ruiz recommended having an engineer prepared to work on the project and to be able to assist TCWD with responding to FEMA.

Mr. Ruiz confirmed the California Environmental Quality Act (CEQA) requirements have been covered in the proposed scope of work which also includes permitting from the County of Orange, City of Lake Forest and Southern California Edison.

The Engineering/Operational Committee received the information presented. No action required.

**ITEM NO. 1E) STATUS REPORT AND POSSIBLE ACTION RELATING TO
DOVE RESERVOIR/TRABUCO RESERVOIR INTER-TIE AND
TRABUCO HIGHLANDS PRESSURE REDUCING STATIONS
PROJECT**

Mr. Ruiz advised this project is actually two projects combined to achieve economy of scale during the bid process. This is possible due to close proximity of the projects. The first project is the Dove Reservoir to Trabuco Reservoir Inter-tie (Inter-tie) and is a water reliability project that will also provide a source of supplemental fire water supply to areas between the end of Brookseed Drive and Dove Reservoir. The Inter-tie project will improve water supply and operations to the Dove Canyon Community. The second project is the Trabuco Highlands Pressure Reducing Stations (TH PRSs) which will reduce pressures in an area with a historically high number of line failures. The TH PRSs project will also reduce the amount of water loss due to a line break and maintain greater reservoir levels.

Mr. Ruiz advised PSOMAS has completed the designs and Mr. Ruiz anticipates the easements completed by this week. Mr. Ruiz advised Legal Counsel is working on the negative mitigated declarations (MND) for the Inter-tie project. The Trabuco Highlands PRSs project is Categorically Exempt. Mr. Ruiz reviewed the project schedule with the Committee, Committee Member Mandich questioned certain dates in the project schedule which Mr. Ruiz clarified and noted corrections. Mr. Ruiz stated he has a list of qualified bidders and anticipates bringing the lowest responsible bid to the Board at the time of the Regular January Board meeting.

Discussion occurred relating to TCWD's water line easements through a portion of private and Homeowner Association properties and a not-to-exceed amount from TCWD Legal Counsel.

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The Engineering/Operational Committee received the information and forwarded to the Board (Action Calendar).

**ITEM NO. 1F) STATUS REPORT AND POSSIBLE ACTION RELATING TO
TRABUCO CANYON WATER DISTRICT'S LABOR
COMPLIANCE PROGRAM AND NEW CALIFORNIA
LEGISLATION**

Mr. Ruiz, provided background information as it relates to the establishment and requirements of new California legislation regarding Labor Compliance Programs (LCP) for public agencies.

TCWD has a project which is partially funded through Proposition 84 and therefore, TCWD is required to comply with the new LCP requirements.

Mr. Ruiz advised TCWD has submitted an application to the DIR requesting approval for operating its own LCP. Mr. Ruiz advised TCWD has requested a proposal from a firm which TCWD previously worked with during the construction of the TCWD Wells Groundwater Treatment Facility for the purpose of consulting services including the preparation of materials, documents, and training as required by the DIR.

The Engineering/Operational Committee received the information and forwarded to the Board (Action Calendar).

**ITEM NO. 1G) STATUS UPDATES AND POSSIBLE ACTION RELATING TO ON-
GOING ENGINEERING PROJECTS**

1. Golf Club Lift Station Upgrades/Rehabilitation

Mr. Ruiz advised he has prepared a scope of work for converting the surge controls from manual to automatic with request for quotation. Mr. Ruiz anticipates receiving proposals in January, 2012.

2. Shadow Rock Detention Basin Facility Project

Mr. Ruiz advised he heard back from the County of Orange confirming all required paperwork has been sent to the State and the project could be scheduled to start some time in February or March 2012.

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3. Reservoir Analysis

Mr. Ruiz advised he has received the required paperwork from PSOMAS and the Notice to Proceed will be issued this week and Mr. Ruiz anticipates having further analysis in January, 2012. Mr. Ruiz advised there was a delay in getting this project started due the receipt of required insurance documents.

4. Other Projects

Mr. Ruiz advised there are no other projects to discuss.

The Engineering/Operational Committee received the status updates. No action necessary.

ITEM 1H) STATUS UPDATES REGARDING ACTIVE DEVELOPMENTS

1. Skyridge Homes (85 DUs)

Mr. Ruiz advised the developer is working with the City of Mission Viejo for the purpose of annexation. Mr. Ruiz advises it would be the developers preference to process the Environmental Impact Review (EIR) through the City of Mission Viejo. Mr. Ruiz also relayed that the developer has met with SMWD to explore options to receive water from SMWD, due to SMWD's proximity to the development and potential for providing water and storage requirements. Mr. Ruiz stated discussion has also occurred between SMWD and the developer as it relates to capturing run-off at Oso Reservoir.

Mr. Chadd stated this could potentially be an arrangement much like TCWD has with IRWD in the Portola Hills area. Mr. Chadd stated staff will provide a power point presentation at the time of the December Board meeting.

2. Oaks at Trabuco

Mr. Ruiz advised the developer has requested that TCWD perform an analysis of the sewage strength flow in order to bring the sewage package plant on-line. Mr. Ruiz advised the developer is paying approximately \$1,200 per month for sewage hauling at this time. Mr. Kris Hanberg, Wastewater Supervisor, noted the Oaks at Trabuco package sewer plant is a Title 22 operation which could potentially cost up to \$60,000 per year to operate.

Discussion occurred relating to the potential cost of sewage service once all nine homes are built and occupied and the cost effectiveness of such service.

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3. Fieldstone

Mr. Ruiz advised the developer is making good progress. Construction of the on-site water lines is scheduled to occur this week.

4. Saddle Crest

Mr. Ruiz advised he has met with the developer and is working to increase the on-site reservoir storage capacity by half a million or one million gallons. The added capacity would serve existing TCWD customers and will provide needed storage.

Mr. Chadd advised the developer contacted him to facilitate a meeting with the property owner which will be scheduled for later this week or next.

5. Other Active Developments

Mr. Chadd advised he received word from Robinson Ridge that the proposed project is still moving forward.

Status update provided. No Action taken.

ITEM NO. 1I) WATER SYSTEM STATUS UPDATE

Mr. Neil McKenna, Water Treatment Supervisor, provided the November 2011 update.

Source Water Production

1. The water treatment plant production totaled 155 acre feet.
2. The Trabuco Creek Water Treatment Facility produced no water.
3. The average daily demand was 4.9 acre feet, or 2.5 cfs.
4. The demand for the District was 153 acre feet.

Projects and Repairs

1. Water Department Personnel repaired a one-inch service line on Prairie View Lane in lower Robinson Ranch.
2. Water Department Personnel, along with maintenance personnel, upgraded the flow controller to the Dove reservoir.

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Mr. McKenna advised antennas are currently being installed at Joplin and TCWD's administrative facility as part of the remote operation and monitoring system for the Trabuco Creek Wells Facility. Mr. Ruiz advised TCWD is training in-house staff on use of this equipment and software.

Mr. McKenna advised staff provided a tour of the Trabuco Highland tanks to a group of Boy Scouts last Saturday.

The Engineering/Operational Committee received the status update. No action required.

ITEM NO. 1J) WASTEWATER SYSTEM STATUS UPDATE

Mr. Kris Hanberg, Wastewater Supervisor, provided the November 2011 status update

Robinson Ranch Wastewater Treatment Plant

1. The reclaimed water production totaled 56 acre feet.
2. The recycled water demand was 14.12 acre feet.
3. Dove Lake had 12 feet of freeboard.
4. The reclaimed water reservoir had 3 feet of freeboard.
5. The District pumped a total of 33 acre feet from Dove Lake.
6. The Dry Season Water Recovery Project produced 9.28 acre feet.
7. There was 51 acre feet pumped to SMWD's Portola Basin.

Projects

1. Wastewater Personnel installed a chlorine transfer pump.
2. Wastewater Personnel replaced a 12-inch influent line at the wastewater treatment plant.

The Engineering/Operational Committee received the status update. No action required.

ITEM NO. 1K) NOVEMBER 2011 OPERATIONAL REPORT REVIEW

Mr. Chadd advised the information is there for review and there are no anomalies to report.

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The Engineering/Operational Committee received and filed the report. No action taken.

**ITEM NO. 1L) ENGINEERING/OPERATIONAL COMMITTEE MEETING
RECAP**

No changes were made to the November, 2011 Engineering/Operational recap.

The Engineering/Operational Committee recommended that the Board receive and file the November 8, 2011 Engineering/Operational Committee Meeting Recap. (Consent Calendar).

**ITEM NO. 1M) DISCUSSION AND POSSIBLE ACTION REGARDING THE FINES
IMPOSED BY THE SAN DIEGO REGIONAL WATER QUALITY
CONTROL BOARD ON THE SANTA MARGARITA WATER
DISTRICT RELATING TO THE 2010 SEWAGE SPILL**

Mr. Ruiz advised he met with staff from SMWD to discuss percentage owed by TCWD related to the 2010 sewage spill. Mr. Ruiz summarized the meeting and stated both SMWD and TCWD concluded TCWD's contribution of wastewater flows to the spill and corresponding fine are negligible and that through TCWD's assistance during the spill there should be no corresponding fine amount. Mr. Ruiz further advised that the SMWD is in the process of evaluating alternatives for capital improvements' to the Plano Lift Station and force main. Mr. Ruiz advised that the evaluation, planning, design, and construction of any work would be a shared cost as per the current agreement for capacity ownership.

The Engineering/Operational Committee received and filed the report. No action taken.

ITEM NO. 1N) OTHER MATTERS/REPORTS

Mr. Chadd discussed a service proposal relating to cleaning and replacement of old fuel in TCWD emergency back-up generators and engine driven pumps. Mr. Bob Beck, Maintenance Supervisor, provided samples of old fuels in glass jars for the committee to see. Mr. Chadd advised the cost is approximately \$180.00 per station for fuel cleaning and is more cost effective than replacing the old fuel. Mr. Chadd stated TCWD will engage the services for each lift station on an annual basis.

Mr. Chadd advised the City of San Juan Capistrano is seeking to downsize their participation in SMWD Upper Chiquita Reservoir and TCWD may be in a position to obtain capacity. Mr.

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Chadd stated TCWD now has the funding source needed to participate in this project through the WRES fund and recommends TCWD diversify its emergency storage portfolio.

Lastly, Mr. Chadd discussed concerns of residents on Rose Canyon Road relating to the condition of the road. It is their desire to have the road improved and to include TCWD because they believe TCWD is a major user of that road. Mr. Chadd advised he suggested interested parties contact the County of Orange as it relates to road improvements.

ADJOURNMENT

Committee Chair Mandich adjourned the December 13, 2011 Engineering/Operational Committee Meeting at 8:07 a.m.